



City of Seattle
Seattle Public Utilities

Dear Multi-family Property Owner or Manager,

This letter provides you with important new legal requirements as well as opportunities.

Food and Yard Waste Collection Required

In 2011, all multi-family properties are required by City of Seattle ordinance to provide food waste collection service to residents, in addition to recycling and garbage collection. If your property already has a yard waste cart, you can add food waste to that cart. Otherwise, you need to order service for your property.

The attached "Food & Yard Waste Collection Service" sheet outlines service recommendations, options, costs, and resources.

One-Time \$100 Credit and Friend of Recycling and Composting (FORC) Stewards

When you sign up for food waste collection from Seattle Public Utilities (SPU), or if your property already has food & yard waste collection from SPU, you can sign up for a Friend of Recycling and Composting (FORC) to receive a one-time \$100 credit on your garbage bill. This is only available to properties with five or more units.

If your property already has a Friend of Recycling (FOR) and you have food and yard waste collection, you can sign up a FORC and receive another \$100 credit.

Please see the other side for FORC responsibilities.

How to Sign Up for Service and/or a FORC

Remember: food and yard waste collection is required to sign up a FORC.

You can sign up three different ways. Please choose **one** of the following:

1. [Sign up online](#)
2. Call **(206) 684-7665** and a customer service representative will fill out an application for you.
3. Call (206) 684-8717 and leave a message requesting an information packet.

After you have signed up, please allow two billing periods for the \$100 FORC credit to show on your statement.

Thank you for your recycling and composting efforts.

Sincerely,

Marcia Rutan
SPU FORC and Multi-family Food Waste Program Manager



Friend of Recycling and Composting (FORC) Steward Commitment

You must have or occupy a property of five or more units to participate in this program. Only properties accepting and promoting food waste collection in a food and yard waste cart can qualify for the \$100 credit.

A Friend of Recycling and Composting (FORC) steward encourages residents at his or her property to recycle and reduce waste. Your actions as a FORC help Seattle reach its 60% recycling goal..

FORC Responsibilities

1. **Educate** residents about which items go into the recycling container and which items go into the food and yard waste cart. Provide educational flyers and trainings. Post labels and posters where needed.
2. **Monitor** recycling container(s) and food and yard waste cart(s) on your property. When possible, remove small amounts of contamination and place them in the garbage.
3. **Help SPU** give good service by providing suggestions and feedback at (206) 684-8717 or writing to "FORC Program," Seattle Municipal Tower – 46th floor, P.O. Box 34018, Seattle, WA 98124-4018

Resources

Resident education and training: Educational materials and food waste training are available to educate residents on your property. Go to www.seattle.gov/util and search "Help Residents Recycle" and "Help Residents Compost." You can also call (206) 684-8717 and leave a message requesting an order form.

FORC Training: Sign up for training for your FORC or for your residents. Leave a message at (206) 684-8717. *Limited availability.*

E-Conservation Newsletter: You can sign up for occasional updates on programs and opportunities for multi-family buildings at www.seattle.gov/lists/apt-condo.htm.

Recycling Game: Take the challenge at www.seattle.gov/util. Search "Recycling Game."

Look Up Tool: Discover the best ways to discard hundreds of materials at: www.seattle.gov/util/services/ and look for "How Do I Get Rid of This."

Thank you for your commitment to recycling and reducing waste!